

To Whom it May Concern:

Pursuant to the federal *Freedom of Information Act*, 5 U.S.C. § 552, I request copies of all documents (including memos, reports, spread sheets, presentations, emails, or other communications) dated between January 1, 2003 and July 1, 2007 pertaining to the development of, analysis of, or revision of the EPA's ENERGY STAR Office (office/bank/finance/courthouse) building model. This should include but is not limited to any relevant emails/communications with/from Alexandra Sullivan (EPA), Michael Zatz (EPA), Clark Reed (EPA), Bill vonNeida (EPA), Jean Lupinacci (EPA), and outside contractors including but not limited to *Oak Ridge National Lab* (ORNL), *Systems Research and Applications International* (SRA) and *ICF International* (ICFI).

In particular I am looking to find any information regarding revisions or proposed revisions to the office building model that were implemented between January 1, 2003 and the July 2007 revision (see attached EPA document). I have reason to believe that there were at least two such revisions, one dated in July 2003 and another dated January 2004. Of course there may be others. Documents should include those that describe the ENERGY STAR office building model as it was being implemented prior to the July 2007 revision described in the attached document.

I would like to receive the information in electronic format. As I am making this request as a scholar and this information is of timely value, I would appreciate your communicating with me by telephone or email (both provided with contact information below), rather than by mail, if you have questions regarding this request.

In order to help to determine my status to assess fees, you should know that I am affiliated with an educational institution (Oberlin College) and this request is made on behalf of my institution for a scholarly purpose and not for commercial use. This research is directed toward understanding the science that underpins the EPA's building ENERGY STAR scores. It is my understanding that this request should qualify for the Educational/Non-commercial scientific research fee category. Please inform me by email or telephone if that is not the case.

If there are any fees for searching or copying the records, please let me know before you fill my request. Or, please supply the records without informing me of the cost if the fees do not exceed \$50, which I agree to pay.

If my request is denied in whole or part, I ask that you justify all deletions by reference to specific exemptions of the act. I will also expect you to release all segregable portions of otherwise exempt material. I, of course, reserve the right to appeal your decision to withhold any information or to deny a waiver of fees.

Thank you for your assistance.

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440-775-8333

Sincerely,

John H. Scofield
Prof. of Physics
Oberlin College